

## MEMORANDUM

To: The Board of Managers of Chevy Chase Village

From: Mary A. Sheehan, Chair  
Building Code Review Committee

Date: September 3, 2013

Subject: Update on the Work of the Building Code Review Committee

This memo is to update the Board of Managers on the status of the project undertaken by the Building Code Review Committee last year. As you know, the Committee was established to address certain inadequacies, confusing provisions, illogical order and inconsistencies in the Building Code that had been identified by the Board and the Village Staff. These issues have made the Building Code challenging for architects, contractors and residents to understand and follow, and unnecessarily difficult for the Village staff to administer and enforce. The Committee was asked to address these concerns and to recommend revisions that will result in a Building Code that is easier to understand, administer and enforce.

The members of the Committee are Greg Dixon, Jim Durham, Tom Jackson, David Jones, Rob Josephs and myself. Our Board liaison is Pat Baptiste and our Staff liaison is Ellen Sands. Between September 2012 and April 2013 the committee met six times. We also communicated by email and occasional phone calls. We did a thorough review of the issues that had been identified concerning our Code. We obtained copies of the building codes of several neighboring jurisdictions, talked with several town managers about the stronger and weaker features of their codes, and compared those codes to our own.

We prepared a questionnaire for architects and contractors who have done work in the Village in the past three years, inquiring about their experiences with our Code and soliciting their suggestions for improvements. This questionnaire was mailed to 40 professionals and businesses, including architects, building contractors, fence companies and landscape designers and contractors.

We prepared a similar questionnaire for a selection of Village residents who have been issued building permits during the last three years. This questionnaire was mailed to 240 Village residences, representing all areas of the Village, covering projects ranging from small to large, straightforward to complex. We also published two notices in the Crier, explaining the Committee's charge and soliciting input from Village residents.

We then discussed each of the identified issues in the Village Code, considered alternative solutions and determined which one we would recommend to the Board. Over the summer, we have put pen to paper to actually draft the sometimes complicated revisions, and make the sometimes cumbersome reorganizations necessary to implement the Committee's recommendations. In the coming weeks the Committee will review these draft revisions to the Code, make additional changes as necessary, and prepare a final report to the Board. That final report will include both marked and clean copies of our proposed amendments to the Code.